



**DEPARTMENT OF THE AIR FORCE**  
**UNITED STATES AIR FORCES IN EUROPE**


MEMORANDUM FOR WHOM IT MAY CONCERN

30 Mar 2005

FROM: USAFE Band/CC  
Unit 3315, Bldg. 152  
APO AE 09136-5000

SUBJECT: USAFE Band Theater Support Policy

1. The United States Air Forces in Europe Band is committed to providing professional musical support to all events of mutual benefit or interest to the DoD, the USAF, HQ EUCOM and HQ USAFE. This policy guides our ability to do so and the conditions under which we can best support those interests.
2. The top priority of the USAFE Band is supporting the command's military members stationed overseas. Accordingly, the USAFE Band is postured to support the musical needs of theater Air Force commanders, to include arrival ceremonies for distinguished visitors, change of command ceremonies, dedication ceremonies, Professional Military Education graduations, protocol dinners, award and promotion ceremonies, arrival of troops, retreat ceremonies, and retirements. Supporting these events will typically be done at no cost to requesting Air Force organization.
3. When priorities allow, the USAFE Band welcomes the opportunity to be actively involved in the international community as well, entertaining public audiences throughout the region with concerts, ceremonies and parades. The band works closely with US Embassies and international community leaders to bring the face of America to foreign audiences and enhance friendly relations between the United States and countries abroad. Typical events include community relations tours, performances at town festivals, music festivals and tattoos, parades, joint concerts with international military bands, and commemorative events. Requestors are expected to bear the expense of travel (to include that to and from home station), lodging and food. On a very limited basis, the band may be able to reduce some of these costs once the requestor agrees to provide the total funding, using DD Form 2536 - Request For Armed Forces Participation.

  
SCOTT A. GUIDRY, Major, USAF  
Commander